



Frederick County Fire and Rescue Advisory Board Meeting

Approved

Meeting Minutes

Date: August 10, 2015, 1900 hours

Location: Winchester Hall 1st Floor Meeting Room
12 E. Church Street, Frederick, MD 21701

Attendance:

| | | |
|---|---------|------------------|
| Battalion 1 (Marc McNeal)..... | Present | |
| Battalion 2 (David Remsburg)..... | Absent | |
| Battalion 3 (Susan Nicol)..... | Present | (via conf. call) |
| Battalion 4 (Randy Williams)..... | Present | |
| Battalion 5 (Tim Clarke)..... | Present | |
| Career Rep (Warren “Jay” Schwab)..... | Present | |
| Career Rep (Daniel Winters)..... | Absent | |
| Career Rep (Chad Cave) (not yet confirmed)..... | Present | |
| Citizen Rep (Vacant)..... | Absent | |
| Citizen Rep (Carroll Jones)..... | Present | (19:14 hrs.) |

Nonvoting Reps:

| | | |
|---|---------|--|
| Frederick County Executive (Mrs. Jan Gardner)..... | Present | |
| Jurisdictional Medical Director (Dr. Jeffrey Fillmore)..... | Present | |
| Fire & Rescue Services (Chief Tom Owens)..... | Present | |
| Volunteer Fire & Rescue Assoc. (President Eric Smothers) | Absent | |
| Volunteer Fire & Rescue Assoc. (Chief Chip Jewell)..... | Present | |
| Local #3666 (President John Neary)..... | Present | |

Guests: None

Frederick County Fire Advisory Board Meeting August 10, 2015

I. CALL TO ORDER:

The meeting was called to order at 1900 by Chairperson McNeal.

II. ROLL CALL OF VOTING AND NONVOTING MEMBERS:

Absent was:

1. Battalion 2 Representative David Remsburg
2. Career Representative Daniel Winters

III. INTRODUCTION OF GUESTS

There was no introduction of guests.

IV. BOARD MEMBER COMMENTS

Suzy Nicol thanked all the mutual aid companies and fire/rescue personnel from Frederick County, Virginia, and West Virginia that assisted with the fire that occurred earlier that morning.

V. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to Approve: Moved by – Mr. Williams; Seconded by Mr. Clarke.

VOTE: YES: 6 NO: 0 ABSTAIN: 0 PASSED

PUBLIC COMMENTS

None

VI. EX OFFICIO MEMBER REPORTS

A. County Executive, Jan Gardner.

Ms. Gardner stated that the County Budget was passed with ten new positions and that the recruit process has begun. She also recently approved the conversion of 40-hour medic positions to combined firefighter/paramedic position and that transition is in process as well.

B. Jurisdictional Medical Director-Dr. Jeffrey Fillmore:

Epinephrine for BLS:

Dr. Fillmore stated that the new protocols are out for the 2015-2016 year. Epinephrine for BLS will be forthcoming to replace the EpiPens which were very expensive. There is a protocol piece that interfaces law enforcement with EMS, and it establishes guidelines so that each county can set procedures based upon their own needs. There will be hot, warm and cold zones: Hot zones would include active shooter incidents where the shooter has not yet been taken into custody and where EMS personnel would not go. Warm zones include zones that have just been cleared by law enforcement and EMS personnel are able to evacuate patient from the area. Cold zones would be the area where patients are evacuated to for further treatment.

LifePaks

Thanks to Grant monies and County support, EMS now has a full complement of LifePak 15s for all units, bringing us up to date on that issue. There is also a refresher course for ALS providers that will begin shortly.

Recertifications

Annual State online recertification testing is almost complete for everyone on Company rolls. This should help the fire companies in determining who is still interested and active, and it will also help the companies have a better handle on keeping people up to date next year.

Mr. McNeal asked how many EMT and EMRs have not completed the protocol update. Dr. Fillmore responded that there are roughly 30 or 40 and he is hopeful that all can complete it before the September 1st completion date.

C. Chief/Director Tom Owens.

Chief Owens stated that he wished to speak about a few items outside of the Committee Reports.

1. **Assistance to Firefighters' Grant:** The County originally made application through an AFG Grant for 2.2M to purchase two hundred, seventy-five (275) new portable radios, and we were awarded \$600,000, or the equivalent radio package for 85 units. The grant was accepted with the authorization of the County Executive, even though we intended to appeal the reduced amount of the award. Acceptance of the award is required in order to appeal, we have formally filed the appeal for the full 2.2 million dollars, and we are currently appealing a substantial increase in the grant award through our grant representatives through FEMA. Outcome should be forthcoming.
2. **Burn Building:** The burn building committee, consisting of training staff and representatives from the Frederick County Volunteer Fire Rescue Association, completed and submitted their report. He has held dissemination of the report, though, in order to ask the groups to look at one other option that was not initially available. There was a full structural engineer evaluation done on the building, and it was determined that the structural integrity of the current burn building is fine. What did fail was the spray-on thermal lining that was used a number of years ago, and it is a natural failure. He has asked the committee to look at the possibility of putting on an addition to the current building, and then lining the burn rooms in both the current building and the new addition with thermal ceramic tiles – a refractory tile that is the newest technology on the market. Several jurisdictions around Frederick County are using this technology, and the reports are very favorable in terms of how well it's holding up. Once this option has been explored, he will bring this issue back for review and discussion, and determine what policy direction he will take.
3. **Response Review Committee:** Chief Owens stated that he previously shared concerns about what has happened with the quantity of tactical units that we are sending on certain types of events at initial dispatch. This committee has actively been working and they have two major goals. In addition to looking at a complete response review by event type of what tactical units we send at dispatch, we also need to look at a better system for measuring our system performance. Currently we

use the concept of “fail rates” but as discussed previously, there are many holes in the current system that makes the data we receive from the process very questionable. The committee meets every other Wednesday and we anticipate having information back from them in the coming months.

4. Forty-Hour Medic Conversion: We have two different types of ALS providers – (1) Paramedic providers who work a 40-hour work schedule under different Fair Labor Standard Act rules. They adhere to standards with a different shift-cycle system and are paid on a different pay scale. And (2) integrated firefighter medics who are 48-hour employees working under a uniform pay scale for our uniformed firefighters. They have different Fair Labor Standard Act rules and a consistent work shift system. This creates many different problems with scheduling, hiring back, etc.

Chief Owens stated that he previously initiated a process to provide a fair and equitable way of moving the 40-hour paramedics into the integrated medic system to create one ALS system uniformly operating on the same work schedule, with the same work hours, and treated fairly under the same Fair Labor Standard Act as all other employees.

Since coming back to the County, he said, he asked the same people who served on the original group to take another look at this issue and come up with a reasonable proposal on how to convert these 40-hour paramedics into the 48-hour system. They came up with a very reasonable and thoughtful approach on how to do this, proposing that we restructure, through a complete reclassification system, all of our ALS providers into a new classified position to be known as “Fire Medic.” The proposal has gone through the initial review of the county government with Human Resources and the County Executive’s Office, and the County Executive has given her authorization to proceed forward with this conversion. Meetings have already occurred explain this conversion process to the affected personnel. The most significant component of the process is that the 40-hour paramedics who are not “firefighter trained” will be trained “up” to our firefighter standard. This will happen through a “mini recruit school” that will begin toward the end of September, and it will run through and be completed before the new full recruit school begins for the new hires coming on board later this year.

In doing this conversion, he said, the most significant advantage to the County is that we gain the availability of three additional full-time ALS positions with no increase in personnel. When a function is staffed on a 40-hour work week, using a 24-hour rotating shift schedule, it takes four (4) full-time positions to keep that one position staffed. We currently staff three (3) ALS chase units with 40-hour medics, so when we convert to 48 hours, it only takes three (3) of those medics to staff the same unit. For each one of the three 40-hour medic chase units, he said, we get one full-time position back. This conversion will allow us to add another ALS response unit to our system at no additional personnel cost. This will result in approximately \$250,000.00+ in future savings.

There is a cost to this. A reclassification will result in a total cost of roughly \$186,000 for half-year funding since this would begin at mid-year once the training is complete. It will be paid for with existing money in the Fire/Rescue budget, so no funds will be needed from the County Executive or the Council.

5. Firefighter Recruitment Process: The firefighter recruitment process is underway. There were 191 applicants who passed the written exam. We are now in the eight-week CPAT mentoring phase of the hiring process to help train people and improve their physical conditioning in order to pass the Candidate Physical Ability Test. This will occur in September. We will then move through the remainder of the process that is a part of the competitive portion of our hiring process to cull a group of candidates from which initial offers of employment will be made. Once those offers are made to the final group, they will move through the non-competitive portion, i.e. background investigations, physicals, psychological evaluations, and other screenings needed prior to confirming a final appointment.

D. VFRS Chief Chip Jewell:

Chief Jewell stated that with respect to the Association, new officers were elected in July at the Annual Meeting. Tim Ganley will be serving as the Assistant Treasurer in place of Jimmy May. New Trustees will be Doug Orner and Debbie Fox. Presently the other officers will stay; President Eric Smothers and the two Vice-Presidents, Alan Hurley and Frank Davis, and the other Trustees will remain.

Chief Jewell stated that Chief Owens gave an overview of the proposed accreditation to companies that are coming up for review this year. Instead of submitting Ten Lists, it was proposed that a peer review group actually go out to the stations. The Chief, he said, has worked very diligently on putting together information with respect to the laws, compliance with the laws, Standard Operating Procedures, Association By-laws, County Ordinances, and State or Local Ordinances that apply. Stations will be visited and given this information in order for them to know what is needed from them. This will be much more efficient and consistent.

Chief Owens stated that this has been a collaboration between Chief Jewell and himself. The goal is, he said, is to have a draft accreditation manual in the Board's hands so that they can begin reviewing this new system before the next meeting. He further stated that we are very close to having the first working draft of the accreditation manual and he would like the Board to cull through it between meetings so that an initial discussion and feedback can be obtained.

Chief Jewell also noted that another area of major concern the Executive Committee has been discussing is what to do if there is a non-compliance issue with a station. There have been discussions, he said, but no action. The Executive Committee is tasked with providing guidelines with respect to non-compliance with requests.

Mr. McNeal asked what ideas are being considered. Chief Jewell replied that they are looking at possible suspensions, possible probation, and penalties with respect to funding. It could be EMS billing; it could be 508 funds; it could be budget, he said. They are looking at the various options that are available.

VII. COMMITTEE REPORTS

A. Director of Volunteer Fire and Rescue, Chip Jewell.

1. ISO Ratings: Chief Jewell stated that he continues to get good information from ISO with respect to the protection class surveys they are doing in Frederick County. Since the last meeting, several others have come in. Libertytown went from a Protection Class 9/10 to a Protection Class 6/6Y due the fact that there was a 30,000 gallon static water supply put at the firehouse during recent renovations.

Urbana was a Protection Class 5. They were rural protected at a 9. They are now semi-protected, so outside the hydrant areas of Urbana, that will be a positive.

Walkersville remained the same.

New Market went from Protection Class 6 to Protection Class 5, which is an improvement. Outside the hydrant area they are now also semi-protected.

Braddock Heights was a Protection Class 7. They are now a Protection Class 5 and they also went to semi-protected in the rural areas.

The Frederick Metropolitan area, which for the fire service is generally Battalion 1, (City of Frederick, Ballenger, and the county and city hydrant areas) has been and remains a Protection Class 3. This is a positive considering the growth that has occurred since the last ISO inspection over ten years ago. Outside the hydrant area of Frederick went from a Protection Class 9 which is rural to a semi-protected area.

Carroll Manor went from a Protection Class 5 to being semi-protected.

Chief Jewell stated that the first number is generally within a municipality or within a water system. It doesn't affect homeowners substantially, he said, but for commercial entities, one number can make a fairly sizeable difference in their insurance premiums. Outside the hydrant areas, the departments that have gone to semi-protected could possibly see in a 5-10% difference on insurance premiums. These will go into effect sometime between October and the end of the year.

2. Internal LOSAP Audit: Chief Jewell reported that we have never done an audit on the LOSAP program. We spend over \$600,000 per year on LOSAP, so he will be working with Internal Audit and the LOSAP committee, and doing some station visits. This should be a positive for all concerned.
3. Smoke Alarms/Red Cross Changes: We continue to work with the Red Cross on a smoke alarm program. Over 40 smoke alarms were installed door to door in Mountain Village. We now have over 60 smoke alarms and have visited over 300 homes in Frederick.
4. National Fallen Firefighters (NFF) Memorial Weekend: The National Fallen Firefighters Memorial Weekend will be the weekend of October 3rd and 4th. For anyone interested, there is a fairly high level of security on the post now, so anyone wishing to be on campus or to attend anything other than the memorial service should contact Chief Jewell to obtain a background check.
5. Boyer's Mill Road: Chief Jewell stated that he wanted to commend the New Market District Volunteer Fire Department for their involvement in assuring emergency services during the delivery of the nearly 200 ft. long beams needed for the bridge project. These were the largest beams ever moved on the state highway.

6. EMT Testing Concerns: There is a major concern statewide with regard to the National Registry. There is a backlog of several hundred tests due to extensive time and travel to test sites. Frederick County does not yet have a regular site, but we are working to try to get a local site. The differences in protocol vs. the National Registry is also a concern. Persons studying for a test may not be tested on the materials studied. Consistency is a problem, but it is being addressed.
7. Volunteer ID Badges: The badges are in place and the “Reader” to activate them was just received. Stations will be visited to obtain information and obtain pictures.
8. Safer Act: We received an extension for the Grant for the remaining funds. It will be in place through January, 2016. As a result, we will be able to retain Joyce Shry, the volunteer recruiter. She has done a very good job. We have not yet received a final audit, but so far all audits from the Inspector General’s office have been very positive. Chief Jewell thanked all the companies in the County for their participation and cooperation.
9. Emmitsburg Ambulance & Vigilant Hose Company: A 90-day follow-up is planned to review their present status, and also to begin discussions on consolidation or some type of cooperative agreement.
10. FireHouse Software: We are still reviewing FireHouse Software. Some progress has been made, and we hope to be able to utilize that system. We are also looking to utilize the FireHouse System or another system for tracking LOSAP and our membership. With regard to our present Workers’ Compensation audit, we currently have five different lists of members, depending upon what is being looked at, and none of them match. Our present Workers’ Compensation carrier requires accuracy of data, exact names, and how active the member is. With the disparity in lists, we cannot accurately give them this information, which means we may be paying too much or too little. Therefore, we will be working very hard to utilize some type of database in order to rectify this situation.
11. Ten List: With respect to the Ten List, the training has gone very well. There are still one or two transcripts that did not go through, and there are a few other things to tweak. It was discovered, though, that we have roughly 40-50 people who do not or have never had a physical. This is a concern, and we will be working on this issue and looking to the Advisory Board and the Association for guidance.
12. Personnel: Rhonda Cunningham is longer a part of the Division. She accepted a promotion position with Emergency Management, and we congratulate her for that. She will be greatly missed.

Question: Tim Clarke asked: Regarding the insurance information and the areas with an improved ISO rating, “if citizens ask, do we direct them to their insurance companies to make sure their policies are correct?” Chief Jewell replied that the ratings won’t be in effect until either October or November, so citizens probably won’t see a change until a 12-month renewal. When these ratings are all complete, we will be sending out a press release to the public.

Statement: Tim Clarke stated: With regard to non-compliant companies, and non-compliant persons, it's my opinion that we need to do something sooner rather than later. Correct? Mr. Jewell stated that he completely agreed.

Question: Mr. McNeal asked what some of the recommendations were with regard to this issue. Chief Jewell stated that the Executive Committee is working on it. At the last meeting, he said, it was brought up that we should take some type of action against individuals who have not had physicals. These issues should be addressed sooner rather than later.

Question: Executive Gardner asked when the Executive Committee will make a decision or a recommendation on what they intend to do. Chief Jewell stated that he hoped they would make a recommendation at the next meeting.

Chief Owens stated that if there was some direction that the Advisory Board would like to offer for Staff to begin pursuing, Staff was certainly open to that. He stated he agreed that this was a significant area of weakness, and that when an update to the Ordinance takes place, these kinds of requirements that have never been codified will be offered as amendments to the revised Fire Rescue Code, specifically things like making physical compliance a legal requirement in the Fire Rescue Ordinance. He further stated that President Eric Smothers intends to shepherd this issue to a recommendation back to the Executive Board, hopefully by the next meeting, which takes place the last Tuesday of August.

Question: Mark McNeal asked: The proposal would be what? . . . “follow the current approved policies and procedures with regard to medical physicals? If not, what would be the repercussions?

Chief Owens replied that it would be a policy related to a consistent hierarchy of penalties and sanctions for any violations of policy, procedure, rule, regulation, that might apply directly back to a corporation.

Question: It was asked what the liability exposure would be for someone who is overweight and does not pass the physical.

Chief Jewell replied that the physicals that are required are based on NFPA standards and being fit for duty. Weight is one of the factors, he said, but not the only factor. The exposure is the health and well-being of that individual. Our main goal, he said, is that everyone goes home safely. It is also to provide a baseline. Maryland has a lot of presumption laws whereby if you do not have a baseline, the issue may not be covered at a later point in time. Regarding a heart attack in the line of duty, the Workers' Comp law specifically states that you must have a physical. Premiums are also based on physicals, so it is also a monetary issue. If there is a Workers' Comp claim and no physical documented, he said, that could certainly lead to an issue.

The liability of the County, the individual companies, and the individuals themselves really comes into play. The bottom line though, is life safety to individuals.

Question: “What actions can the corporations take on the individuals that are not current with their physicals?”

Chief Jewell replied that it is probably two-fold. The corporations could certainly suspend the individuals until they do get a physical. And probably, operationally, once the individual is outside their corporate limits, the Chief would have the authority to take action if necessary. The authority would come under the Charter, and prior to that, the enabling legislation to the Board of County Commissioners because there is a certain amount of authority given to the County, and the County does pay the Workers’ Comp premium, which is now just under 1M dollars.

Question: “Is it possible that the Division of Fire & Rescue Services could direct the corporations to suspend those members that do not have current physicals operationally, not necessarily in fundraising, but to suspend their operational rights and condemn their turnout gear so that way they’re not being put in the situation that they could be in an operational position?”

Chief Jewell answered that the County Attorney would probably be in a better position to answer that question.

Chief Owens stated that we would probably need a County Attorney’s review to give us that guidance. The way the Ordinance is structured, he said, is that all authority now within Fire/Rescue Services emanates from the Office of the County Executive. Her authority passes through him to the Fire/Rescue system, whether it be qualification of officers, chain of command or whatever. What guides that is the adopted Policies, Procedures, Rules, and Regulations of our system, in addition to the compulsory laws of the State and local government. The Ordinance states that the Volunteer Fire/Rescue corporations are charged with managing their corporations, including their personnel. By ordinance, it is incumbent upon a volunteer corporation to make sure they are in compliance. When there is a failure to comply, he said, he would have the authority to act.

Mr. McNeal stated he understands there is an overarching policy coming out with regard to this matter, but there are some specific issues that could be addressed on a day-to-day basis without the need of new policy. There is a policy in place, he said, that is approved and adopted by the County with regard to physical compliance, so there has to be some immediate action that could be taken against personnel that do not comply.

Mr. Jewell said in the next week or so, he planned to email the individual Chiefs having personnel that do not meet compliance, based on the Ten list.

Mr. McNeal suggested that the Executive Board come forward with a recommendation for a Policy and Procedure for Overall Compliance for Fire Rescue Personnel and Corporations, and in the meantime, Chief Owens is directed to address any known deficiencies with regard to physical fitness compliance and the Ten List by the next Fire Advisory Board Meeting scheduled for September 14, 2015.

MOTION: Tim Clarke made a motion to recommend that within the next two weeks, Chief Owens will notify all the companies that are operationally deficient by any means that they have until September 14, 2015, to make the necessary corrections to those deficiencies, and if they are not corrected by that time, he is directed take the appropriate steps to address them through his authority. Seconded by Randy Williams.

After much discussion, the vote passed with Battalion 2 absent, one career position vacant and one citizen representative vacant.

VOTE: YES: 6 NO: 0 ABSTAIN: 0 PASSED

B. Career Firefighters Association of Frederick County, MD Local #3666 – John Neary.

- 1. Kevin Jenkins Memorial.** The memorial held in Annapolis commemorating Kevin Jenkins and placing his name on the wall was done publicly as a ceremony for the first time. It went well, and his wife and daughter, along with his extended family attended. Mr. Neary thanked County Executive Jan Gardner and all those within the service who attended.
- 2. 40-Hour Conversion.** Mr. Neary stated that this is a good labor management decision, and a good way to move twelve people into our system. There are several of those twelve that welcome the opportunity to be upwardly mobile. “This is a good move for the citizens and definitely a good move for the service,” he said.

C. Director of Volunteer Fire and Rescue, Chip Jewell.

- 1. Operations Committee.** Chief Jewell stated that the Operations Committee will be meeting on August 18, 2015. The previous meeting was an All Chiefs meeting. Response Review was discussed, Dr. Fillmore spoke about the protocols, the MDTs are in place and working well in all battalions, and also Chief Coe asked that the battalions build better communications to keep information flowing from the various boards.
- 2. Budget Committee.** They have not met recently, but will be reviewing the matrix.
- 3. Training Committee.** The fall list is out for training needs and Chief Owens touched on the burn building.
- 4. Planning and Research.** No report
- 5. EMT Training:** Dr. Fillmore touched on the issues of EMS.

Mr. McNeal asked whether any committee members had any questions with regard to the committee reports.

Chief Owens stated that he wished to make the Advisory Board aware that the Standards Committee that existed has been reinstated, that Chief Matt Staley is chairing the committee, and that they are getting schedules out for fire pump service testing and the annual standards equipment compliance inspections. The annual EMS ambulance inspections are underway, and we are working on finalizing a contract for hose testing that is to take place this fall.

VIII. Discussion Items:

A. Old Business

1. HIPAA Compliance Plan – Tawanda Bailey.

Ms. Bailey stated that the goal of this HIPAA plan is to ensure that all personnel, volunteer and career, adhere to all applicable Federal laws for funded healthcare plans. As a billing program, she said, we are required by law to put a compliance plan into place. The purpose is to avoid potential fraud. The template before the Board is from the Inspector General's Office and it details what her office already essentially does. This is a federal mandate, and she asked that the Board formally adopt this HIPAA Compliance Plan and put it into action.

Chief Owens commended Mr. Bailey for her excellent work, and recommended the adoption of the plan.

Tim Clarke made a motion to adopt the draft HIPAA Compliance Plan and Standard Operating Procedures as submitted. Jay Schwab seconded the motion.

There was no discussion.

The vote passed with Battalion 2 absent, one career position vacant and one citizen representative vacant.

VOTE: YES: 6 NO: 0 ABSTAIN: 0 PASSED

2. ALS Designate Process and Medical Consultation Policy.

Everyone attending had reviewed these two items and there was no discussion.

Tim Clarke made a motion to approve the draft ALS Designate Process and the draft Medical Consultation Policies and Procedures. Suzy Nicol seconded the motion.

The vote passed with Battalion 2 absent, one career position vacant and one citizen representative vacant.

VOTE: YES: 6 NO: 0 ABSTAIN: 0 PASSED

3. Update of Ordinance.

Mr. McNeal asked if Chief Owens would like to speak with regard to updating the Fire & Rescue Ordinance.

Chief Owens spoke about previous comments he made about the need to refresh our ordinance and make it more contemporary to fit our fire rescue system. When the original ordinance was drafted under the Commissioner form of government, we were locked into the response criteria contained in the State law. This created a one-size-fits-all standard for a jurisdiction that is extremely diverse in terms of fire/rescue service areas. A standard overlay, he said, simply does not fit our requirements.

He stated that he had hoped to create a draft ordinance that would bring into play, by code, a more reasonable approach to how we look at service delivery considering the diversity of our community. What you have before you, he said, is a draft of the ordinance changes that were vetted through the committee and recommended to proceed forward to the Board for your review. He then asked for the Board to look at the changes to the draft ordinance, which now includes an Urban Standard, a

Suburban Standard, and a Rural Service Standard that takes into account the two primary areas that the single-standard from the State code gave us a response criteria of a standard 8-minutes, and a fail-rate of 10%. That criteria, he said, gave us trouble, and we lived with it because that is what the State Code gave us. He asked that the Advisory Board take the new document for review in preparation for some final discussion at the next Fire Board meeting and submit feedback during the interim time period.

Mr. McNeal asked for written comments on the draft ordinance.

Chief Owens stated that the new ordinance would have to be reviewed by the County Attorney's Office, and he then introduced the newly designated County Attorney for Fire/Rescue Services, Wendy Kearney.

What followed was a discussion on Chief Jewell's position and the fact that it did not appear in the draft ordinance. It was agreed that the position should be written into the document so that it did not disappear.

Chief Owens: The question is "Is the need to reflect the position responsible for Volunteer Fire Rescue Services or to write it as the Division which is the current form?" When you have two Divisions, there really is no relationship other than how we choose to make it work.

Chief Owens will make an attempt to craft some language on the subject and send it out to the Advisory Board for their perusal.

4. LOSAP Enhancements for 2017 Budget.

There was a discussion regarding stipends vs. the true LOSAP benefits.

5. Appointments to the Advisory Board.

Three names were submitted for citizen representatives. Three names were submitted, but only one person met the requirement of having no connection to Fire & Rescue. John Brundage and Patrick Simpson have had service and involvement with the Fire/Rescue service. For that reason, they were disqualified. Only one, Susan Reeder Jessee, qualified.

Carroll Jones made a made to approve Susan Reeder Jessee as an Advisory Board citizen representative. Randy Williams seconded the motion.

The vote passed with Battalion 2 absent, one career position vacant and one citizen representative vacant.

VOTE: YES: 6 NO: 0 ABSTAIN: 0 PASSED

B. New Business

1. Election of Fire Advisory Board Chairman and Co-Chairman

The By-Laws stipulate that a new Chairman and Co-Chairman need to be elected annually at the June meeting, and they are to take effect at the July Advisory Board Meeting. Since there was no June meeting since May, that deadline was missed.

A paper vote for Chairman was taken:

Randy Williams was voted Chairman of the Fire Rescue Advisory Board until June 30, 2016.

A paper vote for Co-Chairman was then taken:

Tim Clarke was voted Co-Chairman of the Rescue Advisory Board until June 30, 2016.

Mr. McNeal mentioned that on October 3, 2015, with a rain date of October 4, 2015, the First Annual Kevin Jenkins Memorial Softball Tournament will take place at Pinecliff Park. The Tournament will be a fundraiser in Kevin Jenkins' name, and it is open to all public safety and law enforcement agencies that would like to register a team. All proceeds will go to benevolent fund to be determined.

Mr. Jones expressed his appreciation for the outstanding job by all the emergency services from Frederick County and Loudoun County with regard to the fire in Brunswick earlier in the day.

IX. ADJOURNMENT

Motion: Moved by Randy Williams to adjourn. Seconded.

Meeting was adjourned at 9:17 p.m.

APPROVED

Tim Clarke, Chair

APPROVED

9/14/2015
Date of Approval

APPROVED

Randy Williams, Vice-Chair

APPROVED

9/14/2015
Date of Approval